

Parks & Recreation

Processes for the Development of Ballot Issue Projects

- I. Projects are selected from the *2013 Parks, Recreation and Open Space Master Plan*
 - a. Significant public input was solicited for development of master plan
 - b. Includes two specific plans with priorities identified
 - i. 2013 Neighborhood Parks Plan
 - ii. 2013 Trails Plan
 - c. Plan was reviewed and approved by various City commissions and ultimately, City Council.
- II. P&R Commission/Council annual budget review and recommendation
 - a. Annual Capital Improvement Program (CIP) review
 - i. 2013 P&R Master Plan projects are entered into CIP
 1. 1-2 yrs. - priority projects
 2. 3-5 yrs. - secondary priority projects
 3. 5-10 yrs. - tertiary priority projects
 4. 10-above - long term
 - b. Annual budget review (ensures that expenses/revenues match facility needs)
- III. P&R Needs Assessment Citizen Survey conducted by ETC/Leisure Vision
 - a. Proposed for Jan-March 2015
 - b. Establish priorities for the future improvement of P&R facilities
 - c. Establishes basic allocation of funds
 - i. Maintain existing parks (2010 - 45%)
 - ii. Acquire, protect, preserve parks and greenbelts (2010 – 21%)
 - iii. New park/facility development (2010 – 17%)
 - iv. Trails – New construction, improvements, acquire (2010 – 17%)
 - d. Identifies level of support for renewing the park sales tax
 - i. Renew for 5 yrs (2010 survey 63%, actual vote 64.36%)
 - ii. Renew for 10 yrs (2010 survey 57%)
 - iii. Other: Permanent, 5+2, 7 years, etc.
- IV. Staff prepares a draft list of projects
 - a. Meet with all P&R staff and user groups
 - i. Meetings with all P&R staff (Focus on major maintenance/renovation projects and programming needs)
 - ii. Meetings with co-sponsored/partner agencies (Columbia Public School District, BoCo Historical Society, Soccer Club, Diamond Council, CYBA, CYFL, etc.)

- b. Staff prepares list of projects based on priorities
 - i. Citizen survey results
 - ii. Projects are grouped as:
 - 1. Primary or 1st Priority
 - 2. Secondary or 2nd Priority
 - iii. Priorities include projects based on:
 - 1. Maintenance/renovation needs
 - a. Safety /compliance and ADA projects
 - b. Includes annual funds for park/trail maintenance, roads/parking
 - 2. Co-sponsored/partner agency needs
 - 3. Continue or complete park development projects (Phase II or III projects; examples: Atkins, Stephens, Gans Creek, Philips, Jay Dix, Strawn, Sutherland Smith, etc.)
 - 4. Projects that represent all geographic areas of Columbia
 - 5. Consideration of local, regional and national trends and user patterns
 - 6. Facilities that either directly and/or indirectly stimulate the economy.
- V. Preliminary Council input
 - a. Council work session
- VI. Public review of draft list of projects
 - a. Public meeting
 - b. Online public input
 - c. Commissions (P&R, Bike & Ped, Historic Preservation, Disability, Energy & Environment)
- VII. Optional: If public input substantially differs from draft report, return to Council with a report seeking direction.
- VIII. Final list of projects prepared
 - a. P&R Commission public hearing
 - b. City Council public hearing
- IX. Council approves final list
 - a. Ordinance prepared that identifies list of ballot projects
- X. Ballot November 3, 2015